

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NORTHERN DOUGLAS COUNTY WATER AND SANITATION DISTRICT HELD JUNE 28, 2022

A Regular Meeting of the Board of Directors (the “Board”) of the Northern Douglas County Water and Sanitation District (the “District”) was held on Tuesday, June 28, 2022, at 8:30 a.m., at the offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 300, Greenwood Village, CO 80111, and by video-enabled web conference via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

In Attendance:

Eric Keesen, President (via videoconference)
Kevin Collins, Treasurer (in person)
Mike Perlman, Secretary (via videoconference)
Blair Zimmerman, Vice-President/Asst. Secretary (via videoconference)

Also in Attendance:

Matt Urkoski (in person) and Cass Aurich (via videoconference);
CliftonLarsonAllen LLP (“CLA”)
Barbara T. Vander Wall, Esq. (in person); Seter & Vander Wall, P.C.
Greg Sekera (in person) and Aimee Fitzhugh (via videoconference);
Kennedy Jenks

ADMINISTRATIVE MATTERS

Call to Order and Approve Agenda: Director Keesen called the meeting to order at 8:30 a.m. Upon a motion duly made by Director Keesen, seconded by Director Perlman and, upon vote, unanimously carried, the Board approved the agenda as presented.

Conflicts of Interest and Directors’ Fees: Ms. Vander Wall noted that disclosures of potential conflict of interest statements had been filed with the Secretary of State at least seventy-two hours in advance of the meeting in accordance with statute. No additional conflicts were disclosed. Upon a motion duly made by Director Keesen, seconded by Director Perlman and, upon vote, unanimously carried, the Board approved the Directors’ fees.

Quorum, location of meeting and posting meeting notice: A quorum was confirmed based on attendance of Directors via physical and web conference locations. Public participation is made available via physical and web conference locations. The Board further noted that notice of the meeting date, time, location and video link information was duly posted.

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Public Comment: None.

Minutes: Upon a motion duly made by Director Keesen, seconded by Director Perlman and, upon vote, unanimously carried, the Board approved the minutes from the May 24, 2022 regular Board meeting, as presented.

FINANCIAL MATTERS

Claims: Ms. Aurich reviewed the claims with the Board. Upon a motion duly made by Director Perlman, seconded by Director Collins and, upon vote, unanimously carried, the Board approved and/or ratified approval of the claims in the amount of \$223,592.92.

May 31, 2022 Unaudited Financial Statements: Ms. Aurich reviewed the May 31, 2022 unaudited financial statements with the Board, noting an update in the water revenue graphs. Following discussion, upon a motion duly made by Director Keesen, seconded by Director Perlman and, upon vote, unanimously carried, the Board accepted the May 31, 2022 unaudited financial statements.

Scheduled versus unscheduled water maintenance budget items: Ms. Aurich reviewed the higher than usual costs associated with unscheduled water maintenance budget items. Ms. Aurich will further research historical cost information in this category.

Other: None.

MANAGER MATTERS

Request for variance to CWSD regarding backflow preventers and master meters: The Board discussed the latest correspondence with Centennial Water and Sanitation District (CWSD) on this matter. Discussion on state regulations requiring compliance ensued. Mr. Sekera described that CWSD's interpretation appears to be based on broader regulatory guidance regarding "connections between two entities", not necessarily guidance specific to master meter connections. After extensive discussion, the Board directed Kennedy Jenks to begin preparing cost estimates and accompanying analyses for upsizing of master meter supply lines, installation of backflow assemblies at each master meter connection point, and replacement of the master meters themselves. Staff were further directed to communicate the intended course of action to CWSD.

Other: None.

LEGAL MATTERS

Other: None.

ENGINEER MATTERS

Engineering Information Report: Mr. Sekera reviewed the engineering report provided in the meeting packet. Discussion ensued.

Status of Installation of New Meters: Discussed under the Engineering Information Report.

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Other: None.

**DIRECTOR
MATTERS**

Quorum for July 26, 2022 regular Board meeting: directors Perlman, Zimmerman and Collins confirmed their attendance. Director Keesen advised that he will not be in attendance.


OTHER BUSINESS

Other: None.

ADJOURNMENT

Upon a motion duly made by Director Keesen, the Board adjourned the meeting at 9:40 a.m.

Respectfully submitted,

DocuSigned by:

8DA98EB790FF45E
Secretary for the Meeting

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